

**INTELLIGENCE COLLECTION AND ANALYSIS
INSS 4301, CRN #11079
ONLINE COURSE
THE UNIVERSITY OF TEXAS AT EL PASO
FALL 2025**

I. Misty Duke, PhD
Office phone: 915-747-8573
Office hours by appointment
mcduke@utep.edu

II. TEXTBOOK

Clark, R. M. (2011). *Intelligence collection*. CQ Press: Thousand Oaks, CA. ISBN: 978-1452271859

Fingar, T. (2011). *Reducing uncertainty: Intelligence analysis and national security*. Stanford University Press: Stanford, CA. ISBN: 978-0804775946.

Both books are available online through the UTEP library.

Additional readings are posted on Blackboard.

III. COURSE OBJECTIVES

Upon satisfactory completion of this course, the student will be able to:

- A. Understand and identify the main collection sources and platforms
- B. Express the central issues related to collection sources and platforms
- C. Discuss and define intelligence analysis and how it fits into U.S. national security
- D. Improve public speaking and writing skills

IV. COURSE CATALOG DESCRIPTION

This course examines the collection and analytical processes of U.S. intelligence agencies. The course begins with a description of the basic collection disciplines and examples of their application in the field. Then the course examines the processes and products of intelligence analysis. Students will also apply the tools of analysis, including

structure analytic technique, to a current national security issue.

V. COURSE REQUIREMENTS

A. Exams (50% of your grade)

There will be two exams throughout the semester. Each exam includes multiple choice, fill-in-the-blank and short answer questions. Exam 2 will be cumulative. If you cannot take the exam during the designated window for a foreseeable reason, you must contact me well before the exam. If you miss an exam due to an emergency during the designated window, you must contact me as soon as possible. I may require documentation supporting your excuse for missing the exam to determine whether you will be given a makeup exam. Information covered on the exams will be taken from the book and class discussions. You are responsible for reading and knowing the book material as well as the course materials. The scores on all exams will be adjusted so that the average score is 75% of the maximum possible points. The exams will become available on Thursday the week it is due and will be due by midnight on Sunday.

B. Reading quizzes (20% of your grade)

Reading quizzes will be administered throughout the semester to ensure that you have read the assigned chapters. Reading quizzes will be comprised of multiple choice and short answer questions. Makeups will not be allowed for missed quizzes. Your lowest quiz grade will be dropped. Each week, the quizzes will become available on Thursday at noon and be due by midnight on Sunday. Thanksgiving week, the quiz will become available on Wednesday.

C. Discussion posts (10% of your grade)

You will be required to take part in weekly online discussions. You will be required to post a comment prior to seeing other students' comments. You must respond to at least one other student's comment. Discussion posts are due by noon on Friday of each week and responses to other students are due by midnight on Sunday. Please see the grading rubrics in Blackboard to know how your posts will be graded.

D. Application briefings (20% of your grade)

Each student will conduct **two** briefings throughout the term that connect the session's readings to a recent (e.g. in the last few years) world event. The briefing is expected to be brief, clear, and concise and conducted in five minutes. The instructor will assign students to brief on preselected weeks. Please follow the grading rubric for this assignment, which

can be found in Blackboard. Students must upload narrated slides to Blackboard. For more information about how to add narration to slides, please click [here](#). Briefings are due on Wednesday at midnight each week. Each student must ask an insightful, informative question on at least one briefing by Friday at midnight (they may not repeat another student's question). Each briefer must respond to all of the questions. Late submissions will not be accepted. Students may find their briefing groups on Blackboard on the "Groups" page. Each group is assigned to brief on specific weeks. Each person in each group must submit an application briefing on the assigned week.

VI. GRADING SCALE AT THE END

A = 90 – 100%

B = 80 – 89%

C = 70 – 79%

D = 60 – 69%

F = below 60%

NOTE: Final grades are a weighted average of assignment and exam grades. Final grades are not curved.

VII. INCOMPLETE GRADE POLICY

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

VIII. TECHNOLOGICAL PROBLEMS/QUESTIONS

You will need to have access to a computer/laptop. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

If you do not have word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about Microsoft Office 365 and follow the instructions.

The entire course is run through UTEP's Blackboard system, so students must activate and use their BB accounts regularly. Always log in using your UTEP name and password, and never as a "guest" (the guest option will kick you out after 15-20 minutes, which is

problematic when taking a test because you will not be able to finish your test). All students are responsible for regularly logging in and checking for posted announcements, submitting assignments, participating in discussion boards, and taking tests through BB. Contact UTEP tech support for any questions or concerns regarding navigating in BB or learning how to do something in BB.

Please regularly refer to Blackboard for links, documents, announcements, and calendar changes. You are responsible for being up-to-date on all class information that is posted on Blackboard.

Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP Help Desk as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!

IX. ACADEMIC DISHONESTY

If you are suspected of cheating on the exams or quizzes or collaborating with other students on the critique, the instructor will follow the University's policy regarding student dishonesty, which may result in a grade of zero and referral of the student to the Office of Student Conduct. If you are suspected of plagiarism, the instructor will follow the University's policy regarding student dishonesty, which may result in a grade of zero and referral of the student to the Office of Student Conduct.

Academic dishonesty or cheating is simply unethical and not acceptable under any circumstances. Plagiarism is a form of cheating that involves "stealing" the words and thoughts of others. It is a very serious academic violation and cannot be tolerated. The most common form of plagiarism is using information or original wording in a paper or other assignment without giving credit to the source of that information or wording. **Plagiarism also includes the direct copying of a source verbatim (word for word) and incorporating that copied material into the student's paper or assignment without first paraphrasing with proper referencing or placing the copied text into a direct quotation, again with appropriate footnotes or citations.** Students must use their own words when not using direct quotes. Direct quotes should be used sparingly and only when appropriate to provide examples, evidence, or illustrate specific points. **You cannot simply "cut and paste" wording or text from source material to artificially "construct" their papers, essays, and other assignments. This practice is also considered**

plagiarism, even if references are done properly.

Likewise, you must not submit work under their name that you did not do yourselves. You also may not submit work for this course that you produced for another course. If you are found to be cheating in any capacity including plagiarism and collusion, you will be subject to disciplinary action, per UTEP catalog policy. Cases of academic dishonesty will be sent to the Office of Student Conduct and Conflict Resolution for adjudication and possible sanctions. Possible penalties for academic dishonesty include a zero for the assignment, a failing grade for the course, suspension, and even expulsion from the university. You are responsible for understanding your specific obligations to maintain academic integrity at all times. Please refer to the following link for further information on UTEP's policies on plagiarism and academic dishonesty: <http://sa.utep.edu/osccr/academic-integrity/>.

X. STUDENTS WITH SPECIAL NEEDS

The University is committed to providing reasonable accommodations to students with documented disabilities. Students who become pregnant may also request reasonable accommodations, in accordance with state and federal laws and regulations and University policy. Accommodations that constitute undue hardship are not reasonable. To make a request, please register with the UTEP Center for Accommodations and Support Services (CASS). Contact CASS at 915-747-5148, email them at cass@utep.edu, or apply for accommodations online via the CASS portal.

XI. COURSE DROP POLICY

If unforeseen circumstances happen where a drop is necessary, you are responsible for initiating any course drop. It is your responsibility to determine how dropping courses may affect financial aid. **Some students are limited in the number of courses they may drop over their entire academic career of all courses taken at any public college or University in Texas.**

If a course is dropped before the "official census date," the course will not appear on the transcript, and doesn't count toward the drop limit.

Dropping a course after the official census date, but before the "course drop date" will generate a "W" in the course—although the drop shows on your transcript, a "W" does not lower your GPA. However, a "W" counts against your drop limit.

If the course is dropped after the "course drop date" or if you just stop participating, taking tests, etc., UTEP requires the instructor to issue an "F" in the course that permanently remains on the transcript.

I will not drop you from the course. However, if you feel that you are unable to complete the course successfully, please let me know and then contact the Registrar's Office to initiate the drop process. If you do not, you are at risk of receiving an "F" for the course.

XII. STUDENT CONDUCT

You must be respectful of other students and of all opinions. All communication should be free of vulgar, offensive, and/or discriminatory language. While it is appropriate to share your opinion on particular issues, your opinion should be presented as such (not as a fact) and should be supported by valid, factual arguments. You may also provide constructive criticism of other opinions. Constructive criticism is provided respectfully and professionally, criticizing the merit of the arguments or the veracity of the facts not the person.

You should ensure that all emailed communication is written using appropriate etiquette. Please use a salutation (for example, "Dear Dr. Duke", or "Hello Dr. Duke"), a clear and thorough communication of your question or concern, and a closing (for example, "Thanks, Bill Martinez" or "Sincerely, Angel Gomez"). Make sure to proofread your emails for grammar, spelling, and clear meaning. Also, please be sure to indicate the course title or number in your email.

XIII. ARTIFICIAL INTELLIGENCE POLICY

Use of AI technologies or automated tools, particularly generative AI such as ChatGPT or DALL-E, is not allowed for writing assignments in this class. Each student is expected to use critical and creative thinking skills to complete tasks and not rely on computer-generated ideas. Any direct use of AI-generated materials submitted as your own work will be treated as plagiarism and reported to the Office of Community Standards. Students are allowed to use AI to identify sources, however.

XIV. UTEP EDGE STATEMENT

The UTEP Edge is our philosophy that acknowledges the many assets our students bring to the University. We provide a variety of high-impact experiences both in and out of the classroom through work of our faculty, staff, alumni, and community partners that build on these assets and talents. Many of the assignments and discussions in this class will further develop the talents you bring to this class such as developing your communication skills, teamwork, critical thinking, research, and problem solving. These skills will be developed through consumption of class content, completing critiques of research studies, and milestones towards your research proposal.

Mastery of these skills will be demonstrated through exams, quizzes, classroom exercises,

and the written report of your data analysis papers. Some of these assignments, such as understanding and critiquing research studies, are related to more general intelligence analysis skills that you will gain in INSS 5305 Introduction to Intelligence Analysis. Finally, statistical analysis may be necessary to complete INSS 5398/5399 Thesis or CRIJ 5397/5399.

XV. ADDITIONAL RESOURCES

UTEP provides a variety of student services and support. Please refer to the QR code below for a listing of campus resources.



CLASS CALENDAR (calendar subject to change)

Week 1

Intelligence Collection Overview

Clark, R. M. (2013). Perspectives on intelligence collection. *The Intelligencer*, 20, 47-53.

Open Source Intelligence

Clark (textbook), Chapter 2

Week 2

Human Intelligence

Clark, Chapter 3

Signals Intelligence

Clark, Chapter 4 and 5

Week 3

Geospatial Intelligence

Clark, Chapter 9 and 10

Measurement and Signature Intelligence

Only read the “Function” section of the following chapters:

Clark, Chapter 11-15

Week 4

Collection Platforms

Clark, Chapter 8

Managing Intelligence Collection

Clark, Chapter 18

Exam 1 due 11/16

Week 5

Intelligence Analysis Overview

Fingar, Chapters 1 and 2

The Job of the Analyst

Fingar, Chapter 3

Week 6

Identifying Opportunities

Fingar, Chapter 4

Estimative Analysis

Fingar, Chapter 5

Week 7

When Intelligence Analysis “Fails”

Fingar, Chapter 6

The Future of Intelligence Analysis

Fingar, Chapter 7

Exam 2 due 12/7